

*Missouri
Department
of Transportation*



Springfield Area District
3025 East Kearney
M.P.O. Box 868
Springfield, MO 65801
(417) 895-7600
Fax (417) 895-7533
Toll free 1-888 ASK MODOT
www.modot.org

[Date]

[Owner Name]

[Owner Address]

[Owner City], [Owner State] [Owner Zip]

RE: Permit [Permit Number]
[County] County, [Route]

Dear [Owner Contact]:

A recent inspection of [Route] in [County] County noted that the sign face for permit [Permit Number] was without advertising. Below is a photograph of the sign for your reference. The rules and regulations governing outdoor advertising in Missouri state that nonconforming signs cannot be maintained without an advertising message for a continuous period of twelve (12) months. Please take measures to ensure your sign displays an advertising message or "For Rent." If you no longer wish to maintain the sign location, please remove the sign structure and contact me at [Phone Number] so that I may update the inventory.

For additional information regarding outdoor advertising rules and regulations, please log onto http://www.modot.org/business/Outdoor_Advertising. If you have any questions, please contact me at [Phone Number].

Sincerely,

[Permit Specialist]
[Permit Specialist Title]

